

**BUSINESS AFFAIRS AND HUMAN RESOURCES COMMITTEE
JANUARY 22-23, 2001
BOISE STATE UNIVERSITY**

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ACTION ITEM

ITEM #1

SUBJECT:

Approval of Business Affairs and Human Resources Committee Minutes from the November 16, 2000 meeting at Lewis-Clark State College.

BACKGROUND:

The minutes from the November 16, 2000 Business Affairs and Human Resources Committee Meeting.

DISCUSSION:

Not Applicable.

FISCAL IMPACT:

Not Applicable.

STAFF COMMENTS:

Review, make necessary corrections, and approve minutes.

COMMITTEE ACTION:

A motion to approve the minutes of the Business Affairs and Human Resources Committee Meeting held November 16, 2000 at Lewis-Clark State College.

Moved by_____ Seconded by_____ Carried Yes_____ No_____

BOARD ACTION:

No action required.

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**Unapproved Minutes
Idaho State Board of Education
Business Affairs and Human Resources Committee
November 16, 2000
Lewis-Clark State College**

Present at Business Affairs and Human Resources Committee meeting:

Members
Jim Hammond
Sam Haws

Tom Boyd	Mike Rush PTE	Dr Richard Bowen ISU
Dr Greg Fitch OSBE	Kirk Dennis PTE	Leo Herrman ISU
Kevin Satterlee OSBE	Steve Guerber ISHS	Roger Egan ISU
Keith Hasselquist OSBE	Sue Payne VR	Dr Charles Ruch BSU
Rita Foltman OSBE	Dr Niel Zimmerman LCSC	Buster Neel BSU
Laurie Boston OSBE	Dean Froehlich LCSC	Stacy Pearson BSU
Mike Killworth OSBE	Whitney Pugh LCSC	JoEllen Denucci BSU
Randi McDermott OSBE	Kent Kinyon LCSC	Alex Feldman BSU Fac Sen Chair
Jeff Shinn DFM	Dr Robert Hoover UI	Nate Peterson ASBSU Pres
Ross Borden LSO	Jerry Wallace UI	Ron Darcy ISDB
Keith Johnson SCO	Wayland Winstead UI	Dr Miles LaRowe EITC
Lindy High SDE	Mike Allred UI	Bill Robertson EITC
Tim Hill SDE	Mark Brainard UI	Larry Bird D&T
Peter Morrill IPTV	Pres G Meyerhoeffer CSI	Lou Henry D&T
Phillip Kottraba IPTV	Dr Michael Burke NIC	Rochelle Hearsley D&T
		Pete DiDio D&T

The meeting was called to order at 10:20 AM.

**ITEM #1 ACTION ITEM
APPROVAL OF BAHR COMMITTEE MINUTES**

The minutes of the Business Affairs and Human Resources Committee meeting held October 19, 2000 at North Idaho College were accepted as submitted.

No discussion.

A motion to approve the minutes of the Business Affairs and Human Resources Committee meeting held October 19, 2000 at North Idaho College.

ACTION: M/S/C Hammond/Haws

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**ITEM #2 ROUTINE ACTION ITEM
 INSTITUTIONAL/AGENCY ROUTINE AGENDAS**

- 2.1 BOISE STATE UNIVERSITY**
Proposed Quest US West Wireless
Telecommunications Facilities
Windows Replacement-Towers Hall

INFORMATION ITEMS
BSU Foundation Financial Statements
Beer/Wine Service at the Pavilion

- 2.2 UNIVERSITY OF IDAHO**
USDA Ground Lease
Parma Research & Extension Center

- 2.3 IDAHO SCHOOL FOR THE DEAF & THE BLIND**
Audits and Financial Report

- 2.4 IDAHO STATE UNIVERSITY**
Naming of Dragila Way

- 2.5 LEWIS-CLARK STATE COLLEGE**
Purchase of Property at 612 9th Avenue

No discussion.

A motion to recommend to the Board the approval of the institutional/agency routine agendas for Boise State University, University of Idaho, the Idaho School for the Deaf and the Blind, Idaho State University, and Lewis-Clark State College.

ACTION: M/S/C Hammond/Haws

**ITEM #3.1 NON-ROUTINE ACTION ITEM
 UNIVERSITY OF IDAHO
 \$1,500,000 (NOT TO EXCEED) COMMERCIAL LINE-OF-CREDIT
 WITH FIRST SECURITY BANK**

Mr. Hammond asked how often the institutions go out to bid for their banking services. UI bids services every three years; BSU and ISU bid services every five years.

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Mr. Hasselquist detailed the item from UI for the approval of a \$1,500,000 Line-of-Credit with First Security Bank. All institutions routinely request approval for lines-of-credit. The item was submitted for consideration as a non-routine item to allow Mr. Eaton to abstain from the discussion and vote.

The motion for the UI's Non-Routine Action Item as listed in the agenda was amended as follows (only one Non-Routine Action Item on the agenda):

A motion to recommend to the Board approval of the Non-Routine Action Items for agencies and institutions as listed.

ACTION: M/S/C Hammond/Haws

ITEM #4 ACTION ITEM
ANNUAL FINANCIAL AUDIT BY DELOITTE & TOUCHE LLP

Mr. Bird addressed the Committee on behalf of Deloitte & Touche (DT). He stated that he is the audit partner responsible for all of the services that DT provides to the State Board of Education. He was joined by DT representatives: Lou Henry, director and senior practitioner, and managers Rochelle Hearsley and Pete DiDio. All have extensive experience serving the State Board of Education and higher education in the State of Idaho.

In advance of the meeting, DT distributed the Financial Statements, Letters of Comments and Recommendations, and Executive Summary to the Board members and staff. In accordance with prior practices, Mr. Bird reviewed the Executive Summary and respond to questions.

Referring to the Executive Summary, Mr. Bird cited the following items to be reviewed:

- the scope of the audit services for the year 2002;
- a summary of the financial audit results;
- a summary of the federal single audit results that were performed in connection with the University audits;
- highlights of the Letters of Comments and Recommendations by institution; and
- a brief overview of various trends in the institutions' current funds.

Mr. Bird provided background information stating that DT has been engaged to perform the audits for the five institutions since 1994. The initial term of the audit contract was for a six-year period. They have now completed the first year of a five-year extension approved by the Board last year and entering the seventh year of an eleven-year term.

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DT offers services in three categories. The first category is services performed by DT in accordance with the State Board contract including audits of the basic financial statements of the universities, issuance of Letters of Comments and Recommendations, and performance of the required Federal Single Audit covering their federal grants and contracts. The services are consistent across all five campuses and all reports have been issued and are on file with the Legislative Services Office (LSO) upon completion. The Federal Single Audit reports are voluminous and, therefore, are not issued to individual Board members. The reports are available for review upon request.

The second category included services, which the universities and colleges contracted directly with DT. Those were audits of bond funds, housing systems, and revenue systems that require separate audits. Separate stand-alone audits of individual systems that are under bonded revenue streams were issued for BSU and ISU. During the past year, DT provided rebate calculations on tax-exempt bonds (in accordance with IRS requirements) for LCSC and UI. For the three universities participating in the NCAA, DT performed the Agreed Upon Procedures Report as required by NCAA for their athletic activities verifying the recording and reporting of revenues and expenses. The reports have been filed with the Office of the President of each campus. They were also engaged to audit BSU's public radio station and reviewed the Official Statement for a bond offering at UI.

The third category included audits for affiliated entities. DT contracted separately with BSU, UI, ISU, and LCSC to audit their development foundations. They also performed the audits for BSU and ISU's athletic foundations and UI's consolidated investment trust.

In addition, DT provided special activities for the Office of the State Board of Education as requested throughout the year. During 2000, that included the School to Work audit at the direction of the Office of the State Board of Education and Dr. Gregory Fitch; the GASB 34/35 assessment and pending conversion; and preparation of the financial statement roll-up for the State of Idaho's Comprehensive Annual Financial Report (CAFR) that is submitted to the Office of the State Controller, J.D. Williams.

Mr. Bird detailed the findings of the financial audits. Each of the universities had three opinions regarding:

1. Financial Statements

There were no qualified findings or exceptions noted in the financial reports for any of the institutions. The financial statements were fairly presented in all material respects in accordance with generally accepted accounting principles.

2. Compliance

Tests disclosed no instance of non-compliance that is required to be disclosed under government auditing standards.

3. Internal Control

No material weakness matters were noted involving internal controls over financial reporting.

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The audit summary included a requirement under professional standards that DT communicate to the client's audit or finance committee certain matters that may be of particular concern or interest. He reminded the Committee that the financial statements presented to the Board were the responsibility of the management of each of the institutions and that DT's responsibility was to audit not prepare the financial statements.

DT was required to report any significant changes in the way the institutions conduct their accounting that would change the appearance of the financial statement. There were no changes in the year 2000 that would make the statements non-comparable. All of the accounting policies remained consistent.

Mr. Bird addressed possible management judgments or accounting estimates that could impact the financial statements. In his opinion, the financial statements were not subject to many judgments and estimates. He believed there were no concerns in those areas.

The auditor is obligated to disclose disagreements with management during the course of the review. He reported no disagreements with management at any of the institutions during the audits.

They are also required to report difficulties encountered in the performance of the audits that may limit the scope of the audit, restrict access to documents, or difficulties in receiving requested information. He complimented those involved at the institutions for their responsiveness and efficiency. There were no restrictions or difficulties encountered on any of the campuses.

There were no intentional or unintentional adjustment errors or mistakes discovered during the course of the audit. The adjustments made were consistent with year-end closing and typical housecleaning.

DT is required to subject the federal grants and contracts, and financial-ready programs to specific statutory requirements according to the Single Audit Acts. Various reports are issued defining the programs, performance, and procedures for each of the major federal programs. DT issued an unqualified report for each institution stating there are no weaknesses in the internal control structure in administering the programs. There also were no issues of non-compliance with laws and regulations applicable to the major federal programs.

Mr. Bird addressed the Letters of Comments and Recommendations. In the past, DT has offered a system-wide recommendation that identified items applicable to all campuses. Their recommendations are institution specific this year so they, therefore, did not have a system-wide recommendation.

He reported that the significant number of comments and recommendations are in the IT and EDP area dealing primarily with logical and physical security for online and remote user and access privileges. Because this was a major focus of the overall internal

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controls, specialists were engaged to spend time on the campuses to test, review, and comment on the electronic controls. The length of the report did not indicate an overriding need for concern; however, it is an area of continued focus. Some campuses have undergone major system changes over the past 2-5 years. The new systems still need enhancements, adjustments, and controls put in place to ensure the security of the system. The detail and summary notes indicated the areas of either repeat comments or the status of the change implementation. Mr. Bird reported the repeat comments were in the IT area where work continues to be needed. There were no repeat comments in other areas. DT will continue to monitor the repeat comments.

Mr. Hammond commented that he was pleased with both the breadth of the tests conducted by DT and management's response. He believed the responses to be in agreement with the findings and demonstrated a genuine attempt to begin or continue with the changes as recommended.

The financial overview of current funds was the final Executive Summary section reviewed. The audited financial statements included all the sources of funds and revenues for the activities of the institutions. The majority of operating and daily activities flow through current funds. The unrestricted and auxiliary enterprises are the revenue and expense sources controlled by the Board.

UI's financial overview was unique due to the specific endowments they are responsible for and which are managed within the consolidated investment trust. Mr. Allred noted that the funds received by UI before the foundation was formed remained at the university. All subsequent contributions are directed to the foundation. The combined total is approximately \$120-130,000,000.

Ms. Hearsley continued with the financial overview of the current unrestricted funds. She noted the PeopleSoft expenses at BSU were not as significant as in the previous year. BSU had a net increase in their fund balance of \$2,900,000 representing a change of \$10,900,000 from the previous year. During the current year, UI changed the way they recorded investment income. In the past it has been included in the Plant Fund balance and has now been shifted to the Current Unrestricted Fund balance.

She reported no significant changes in the revenue or expenditure mixes. The Auxiliary Fund for all campuses remained steady with one exception. ISU outsourced their bookstore operation at the beginning of the year resulting in a \$4,100,000 revenue decrease and a \$2,200,000 expenditure decrease.

Ms. Hearsley reported that the current year student fee revenue total reflected the smallest increase over the past five years.

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Mr. Bird discussed the status of the fund balances in the current funds for each campus. A consultant's report prepared several years ago indicated a healthy fund balance would be approximately 15% of the revenues in that fund. According to DT's analysis, the current fund balance system-wide is 12.7%. He cited the total number of days available at each institution as a percentage of expenditures and mandatory transfers based on their available current fund balances. Those percentages are:

- UI currently 10.1% with a previous high of 10.5% in 1994;
- BSU had a high of 21.5% in 1995 and currently is stabilizing at 16.5%;
- ISU has been steadily trending upward from a low of 4.6% in 1997 to 12.6% in 2000;
- LCSC has experienced a 3-year downward trend from 8.7% in 1998 to 7.7% in 2000; and
- EITC has ranged from 12.3% to 16% and is currently at 12.7%.

The outstanding debt system-wide has grown from \$107,000,000 in 1995 to approximately \$198,000,000 in 2000 with slightly more than \$7,000,000 of annual principal debt repayments. Outstanding debt system-wide includes all debt regardless of the source of income to repay the debt. The only new debt incurred in the current year was for UI; all other institutions experienced a decrease due to normal amortization of debt payments.

A motion to recommend to the Board acceptance of the FY2000 financial audit reports for the University of Idaho, Boise State University, Idaho State University, Lewis-Clark State College, and Eastern Idaho Technical College as presented by Deloitte & Touche LLP.

ACTION M/S/C Hammond/Haws

No further discussion.

**ITEM #5 ACTION ITEM
GASB 34 IMPLEMENTATION DATES**

Mr. Hasselquist updated the Committee regarding the Governmental Accountant Standards Board (GASB) implementation. GASB will impact the financial reporting for all institutions with sweeping changes in the reports themselves as well as the way the data is accumulated. Three joint meetings with the controllers from the institutions and representatives from the State Controller's Office (SCO) have been held to discuss the issues and implementation schedule. Completion of the GASB 34 implementation is required by the FY02 audited statements. Keith Johnson, SCO, indicated they would like to implement the new standards one year earlier than required. The GASB task force has examined the issues and developed a resource analysis report. An early implementation was estimated to require 8,400 hours to complete. That large amount of hours needed in a relatively short time period would create an overload for the existing staff. Although

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the institutions would prefer to not use consultants, they may be needed to meet an early implementation date. The estimated hours would drop to 5,320 if GASB is implemented effective FY02. The potential cost of the implementation is \$200,000. Based on this information, the institutions are recommending implementation for FY02.

Keith Johnson acknowledged the GASB conversion creates significant hurdles and challenges for all State agencies. He believed there are substantial benefits for the State and the citizens in implementing early. As the benefits are applied to the colleges and universities individually and collectively they are clearly more subjective and more diluted. He assured the Committee there would be no fallout with SCO if it is decided to not implement early. He was pleased with the progress made to implement the new reporting system. It is substantial and will require very detailed changes in the State and colleges and universities' accounting systems. His goal is to work together to produce a sound and accurate financial reporting model for the State of Idaho.

Mr. Johnson responded to Mr. Hammond's question as to how GASB 34 will better serve the State of Idaho. He stated GASB 34 reporting would assist a financial statement user in better understanding the total cost of government. It will detail the government's financial statement by reporting revenues earned by the government to determine if the revenues pay for the cost of that government for the year or did it transfer responsibility for paying for services to a future group of citizens. It's a complex issue and not easily explained to those not familiar with governmental reporting. Those who are in decision-making roles need to have the opportunity to understand how the government is financed and the total cost of government in order to make key policy decisions.

The motion was made as follows:

A motion to recommend to the Board the institutions' implementation of the new reporting format for the FY02 audit.

ACTION M/S/C Hammond/Haws

ITEM # 6 ACTION ITEM
AUDIT OF IDAHO SCHOOL TO WORK PROGRAM

No discussion.

A motion to recommend to the Board to receive the Idaho School to Work Program review that was conducted by Deloitte & Touche.

ACTION M/S/C Hammond/Haws

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ITEM #7 INFORMATION ITEM
HIGHER EDUCATION FINANCIAL ANALYSIS AND OUTLOOK

The Task Force has completed the Statement of Purpose (approved by the Board) and continues to work on the financial assessment and financial outlook models. Four ratios have been identified for analysis by UI, BSU, ISU, LCSC, EITC, CSI, and NIC. DT has been instrumental in providing support and facilitating the discussions for the Task Force.

Mr. Henry added three of the four ratios were developed by the US Department of Education and KPMG and are used nationally to measure financial viability and profitability for higher education institutions. The information generated from their analysis is used to determine an institution's continued financial support from the US Department of Education.

The first ratio, net income, is the total net revenues divided by total revenues. The individual ratios are the basis by which the federal government measures the financial condition of institutions to determine ongoing funding.

The second ratio, viability, is expendable fund balance divided by plant debt. This measures the ability to eliminate debt when revenue sources decrease. It also calculates the amount of float available for ongoing transactions.

The third ration, primary reserve, is expendable fund balances to total expenditures and mandatory transfers and measures the ability to support current operations from expendable resources.

The fourth ratio, liquidity, determines the ability to borrow. It is a debt burden ratio calculated by annual debt service divided by current funds total expenditures and mandatory transfers. Bond ratings are based on this ratio.

The ratios are sound, used nationwide, and go directly to the crux of an institution's operations.

The federal government classifies the institutions into the following four categories based on their ratios:

1. exemplary financial health;
2. financially sound;
3. potential problems; and
4. requires immediate action. The federal government exempted public schools from this mandate two years ago. However, a private school falling into this category would be placed on probation for further financial aid.

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Each institution will compare their strategic plan to peer institutions with similar missions. The peer groups are currently being assembled and will be different for each Idaho institution (UI has established their peer group).

Mr. Henry referred to the Development in Process Schedule. A key measurement template will be developed which will isolate specific items to be tracked annually by each institution and used to establish the direction they are moving in. Each institution is in the process of reviewing their strategic plan and individual demographics identifying items to recommend to the Task Force for tracking. The Task Force will then review the recommendations and select the items for the template. The goal is to have the first prototype together in January.

ITEM #8 INFORMATION ITEM
PERMANENT BUILDING FUND ADVISORY COUNCIL'S
PRIORITY OF FY02 CAPITAL PROJECTS

The Permanent Building Fund Advisory Council (PBFAC) developed their priority list and will submit it to the Governor's Office for his consideration. The PBFAC attempted to give each agency their top priority as funding allowed.

Mr. Hammond stated that he and Ms. Haws developed the priority list for PFFAC by advancing the open projects that received funding the previous year. He would like to see that process improved before next year's recommendation process. He suggested developing a structure with weighted objective measurements that will be applied to projects and then compared to the goals and strategic plans. Mr. Hasselquist agreed to develop the structure for Committee review and approval.

SECTION II – HUMAN RESOURCES AGENDA

Included in Section II of the BAHHR Agenda.

The full BAHHR Committee meeting adjourned at 11:50 AM.

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ROUTINE ACTION ITEMS

ITEM #2

INSTITUTIONAL/AGENCY ROUTINE AGENDAS

SUMMARY OF ROUTINE AGENDA ITEMS (see following pages for detail):

- 2.1 BOISE STATE UNIVERSITY**
Change Order Approval – Langroise House
INFORMATION ITEM:
Purchase of Property – ISMI Facility
- 2.2 UNIVERSITY OF IDAHO**
Mutual Agreement for Services with City of Moscow
Regarding Plumbing and Electrical Services
Chilled Water & Steam Distribution System Upgrades
Parent Support Project Lease (Boise)
- 2.3 IDAHO STATE UNIVERSITY**
INFORMATION ITEM:
ISU & Bengal Foundations' FY00 Audits
- 2.4 IDAHO SCHOOL FOR THE DEAF & THE BLIND**
Audits and Financial Report
- 2.5 IDAHO DIVISION OF VOCATIONAL REHABILITATION**
Annual Space Lease Renewals for 2001

DISCUSSION:

Review Routine Agenda and move items to Non-Routine Agenda, if appropriate.

STAFF COMMENTS:

Approve routine agenda.

COMMITTEE ACTION:

A motion to recommend to the Board the approval of the institutional/agency routine agendas for Boise State University, University of Idaho, Idaho State University, Idaho School for the Deaf and the Blind, and Idaho Division of Vocational Rehabilitation.

Moved by_____ Seconded by_____ Carried Yes_____ No_____

BOARD ACTION:

A motion to approve the institutional/agency routine agendas for Boise State University, University of Idaho, Idaho State University, Idaho School for the Deaf and the Blind, and Idaho Division of Vocational Rehabilitation.

Moved by_____ Carried Yes_____ No_____

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**ROUTINE ACTION ITEM
BOISE STATE UNIVERSITY**

ITEM #2.1

**5.0 PHYSICAL PLANT
5.4 CAPITAL CONSTRUCTION PROJECTS
5.42 CHANGE ORDER APPROVAL**

SUBJECT:

Boise State University requests approval to increase the remodeling budget for the Langroise House.

BACKGROUND:

At its September 21-22, 2000 meeting, the State Board of Education approved a \$400,000 remodeling project for the Langroise House, which will become the official residence of the Boise State University president.

DISCUSSION:

All funds for this approved project are coming from a private gift restricted to this remodeling. Plans for this project are being finalized, and bidding documents are scheduled to be completed in early February 2001. The Boise State University Foundation has now committed an additional \$65,000 toward this renovation.

FISCAL IMPACT:

The total project cost is now estimated to be \$465,000. The source of funding is private donations. This increased budget will enable the institution to address existing remodeling needs within this project rather than in the future at an inflated cost.

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INFORMATION ITEM

BOISE STATE UNIVERSITY

4.0 FINANCE COMMITTEE

**4.2 PURCHASE AND SALE OF PROPERTY AND EQUIPMENT
INFORMATION ITEM**

SUBJECT:

Information item on purchase of property.

BACKGROUND:

At the September 24-25, 1998 State Board of Education meeting, the Board approved an assignment of an existing lease, including an option to purchase, between the Idaho Sports Medicine Institute (ISMI), the original lessee, and the Bronco Athletic Association (BAA).

DISCUSSION:

The subject property is the 9,100 square foot facility constructed by ISMI in 1984 adjacent to Bronco Stadium. The terms of the ten-year assignment include rental to the BAA of \$120,000 a year and a buy out option with a pre-determined price schedule. Currently, the BAA enjoys a donation of one half of the rental payment from one of the two partners of ISMI. As a result, the BAA's rental obligation nets at \$60,000. The ISMI has offered to sell the BAA all of its rights in the facility and the lease for \$500,000, approximately one-half of the price as established in the option. In order to accomplish this purchase, the BAA wishes to procure a ten-year \$300,000 loan with annual payments of approximately \$46,800 plus a balloon payment of \$185,000. The remainder of the purchase price will come from funds currently held by the BAA for this purpose.

The availability of this additional space has provided improved facilities for coaches of women's sports and for the football coaches and team, which is the greatest revenue producer for the athletics program. Actual ownership of the facility provides greater flexibility for future facilities needs.

FISCAL IMPACT:

This purchase arrangement is extremely advantageous to the BAA since the annual debt service is substantially lower than the annual rental obligation. The immediate annual savings plus the long-term significant savings to the BAA will be returned to the institution in support of the athletics program. In addition, the University will have no legal obligations towards the retirement of this debt.

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**ROUTINE ACTION ITEM
UNIVERSITY OF IDAHO**

ITEM #2.2

**4.0 BUSINESS AFFAIRS AND HUMAN RESOURCES COMMITTEE
4.8 CONTRACTS FOR SERVICES, AGREEMENTS, AUTHORIZATIONS
4.8.1 MUTUAL AID AGREEMENT FOR SERVICES WITH CITY OF
MOSCOW REGARDING PLUMBING AND ELECTRICAL SERVICES**

SUBJECT:

Request approval to enter into an agreement (Exhibit A) with the City of Moscow. The Mutual Aid Agreement for Services allows for plumbing and electrical inspection services to be provided by UI to the City. The agreement has been endorsed by the Moscow City Council.

BACKGROUND:

The UI and City of Moscow have a history of cooperative arrangements that allow for mutual beneficial use of expertise normally available through only one entity or the other. The City of Moscow has deemed it in the public interest to contract with UI for part-time plumbing and electrical inspection services, and UI has the available expertise to provide such services.

DISCUSSION:

Services provided to the city by UI under the agreement include electrical and plumbing inspections, plan review, identification of code violations, and related record keeping. The agreement clarifies employment relationships and responsibilities of personnel, addresses liability, and provides for reimbursement of expenses incurred by the university in assisting the city. The agreement is effective through June 30, 2003.

FISCAL IMPACT:

The UI receives reimbursement for services on a per-hour basis. The hourly rates are updated and renegotiated annually.

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UNIVERSITY OF IDAHO (continued)

EXHIBIT A

MUTUAL AID AGREEMENT FOR SERVICES

THIS AGREEMENT, made and entered into by and between the Regents of the University of Idaho, a public corporation, state educational institution and a body politic and corporate, organized and existing under the Constitution and laws of the State of Idaho, (the UI), and the City of Moscow, a Municipal Corporation of the State of Idaho, (the CITY);

WHEREAS, The City Council of the CITY has deemed it in the public interest to contract for services provided by the UI; and,

WHEREAS, the UI is willing to provide certain services to the CITY:

WITNESSETH:

NOW THEREFORE, AND IN CONSIDERATION FOR THE MUTUAL PROMISES HEREIN SET FORTH, THE PARTIES HEREBY AGREE AS FOLLOWS:

The UI hereby agrees to provide the CITY with the following plumbing and electrical services under the following terms and conditions:

1. **EMPLOYMENT:** The UI will provide the CITY with one qualified journeyman plumber and one qualified journeyman electrician for inspection services and other related services.
2. **PERFORMANCE:** The UI will provide electrical and plumbing inspection service by individuals qualified to conduct electrical and plumbing inspections in the State of Idaho who will devote time and effort to the performance of these duties in accordance with the Standards of the Electrical and Plumbing profession. Duties shall include, but are not limited to, electrical and plumbing inspections, plan review, related record keeping, and identification of code violations.
3. **ADDITIONAL PERSONNEL:** When UI workload schedules permit, the UI will provide qualified journeymen for backup to the above electrician in emergency situations and to cover for sick and annual leave. Backup for the plumber will be provided by the CITY. In addition, when requested and if UI work schedules permit, Facilities Center personnel may assist in major plan review activities at published university rates (see Attachment A).
4. **AVAILABILITY:** Plumbing and electrical inspectors shall each schedule regular office hours weekly in City Hall for brief consultations. In addition, the UI will make a good faith effort to provide inspectors for critical, non-scheduled inspections subject, however to prior UI need for the personnel. Also, dependent on workload, the UI will provide access to inspectors by telephone at the Facilities Center to return calls for short consultations and scheduling.

BUSINESS AFFAIRS AND HUMAN RESOURCES COMMITTEE

JANUARY 22-23, 2001

BOISE STATE UNIVERSITY

UNIVERSITY OF IDAHO (continued)

Mutual Aid Agreement for Services

Page 2

5. **DURATION:** Except in the case of earlier termination or mutual modification as provided in paragraph 8, this agreement shall be in effect from the first day of August, 2000 until the 30th day of June, 2003 with annual adjustments beginning June 30th of each year to reflect the charge out rate for the following year.
6. **COMPENSATION:** The UI shall receive reimbursement for personnel services as provided in the attached reimbursement schedule (Attachment A). Charges will be renegotiated before the end of the current fiscal year (June 30, 2001). They will be consistent with UI Facilities Management charge out rates.
7. **COMMITMENT OF TIME:** The UI shall provide approximately 16 hours of electrical inspection services and 16 hours of plumbing inspection services per week, normally in segments of approximately 8 hours each. Plumbing and electrical inspectors will report to the CITY at 8:00 AM on Tuesday and Thursday to provide inspections and consultations. They will remain through the day or until the last scheduled appointment. Dependent upon scheduled workload, UI will also provide inspectors on Monday, Wednesday and Friday, to perform critical inspections (e.g. re-inspection after failed inspection). Hours worked for the prior month shall be reported to the Community Development Director on or before the fifteenth (15th) day of each month.
8. **TERMINATION OR MODIFICATION:** Either party may terminate this Agreement for any reason upon 120 days notice. In addition, UI reserves the right to terminate this Agreement in the event that qualified employees are not available to perform these services. This Agreement may only be modified by mutual agreement of the parties in writing. Annual charge out rate modifications will be submitted by the UI to the CITY and will be attached to the contract when approved.
9. **OFFICE SPACE AND A PARKING PERMIT** will be provided by the CITY as directed by the Community Development Director. The CITY will also provide all secretarial support (scheduling, permits, coordination, meetings, telephone calls, etc.) and code books, forms, and other office supplies (from City facility).
10. **TRAINING:** The CITY will provide all costs (registration, travel, expenses, etc.) for training of the inspector in each position (ICBO Inspector or its equivalent). Persons in each of the two positions may attend training not to exceed ten (10) working days per year per position. The UI will pay one-half of the cost of training a new UI inspector in either of the positions when there is a change of personnel within two (2) years of the initial training in a position. The CITY will not be responsible for license fees or training necessary for maintenance of the inspector's journeymen licenses.
11. **PERMIT FEES:** The CITY will be the sole recipient of all permit fees.
12. **CONTACT:** The contact person for this program from the UI will be the Assistant Director of Management Services and for the CITY will be the Community Development Director.

BUSINESS AFFAIRS AND HUMAN RESOURCES COMMITTEE

JANUARY 22-23, 2001

BOISE STATE UNIVERSITY

UNIVERSITY OF IDAHO (continued)

Mutual Aid Agreement for Services

Page 3

13. **EMPLOYEES:** The UI will carry all necessary workers' compensation insurance and make all necessary employment security contributions and tax withholdings regarding personnel it provides under this agreement.
14. **INDEMNIFICATION AND INSURANCE:** Except as otherwise provided in Section 13 hereinabove, the CITY will defend, indemnify, and hold harmless the UI and its agents and employees from and against any and all claims, damages, costs, liabilities, and expenses (including reasonable attorney fees) that arise in connection with any act or omission of the UI or its agents or employees, or that arise in connection with any act or omission of the CITY or its agents or employees, in any way related to the performance of services under this agreement. The CITY will purchase comprehensive general liability insurance (including errors and omission coverage) in the amounts of \$500,000 Combined Single Limits.
15. **ENTIRE AGREEMENT:** This agreement represents the entire agreement between the parties hereto, and any other prior understandings, agreements, or contracts being hereby cancelled without any further whatsoever on either party.

IN WITNESS WHEREOF: the CITY by and through its Mayor and City Clerk, and the UI, by and through its Financial Vice President have executed this agreement to be effective the day and year first set forth herein.

REGENTS, UNIVERISTY OF IDAHO:

Vice President for Finance & Administration
Jerry Wallace

CITY OF MOSCOW:

Mayor, Marshall Comstock

ATTEST:

City Clerk, Chris Bainbridge

Attachment A: Billing Rate

**BUSINESS AFFAIRS AND HUMAN RESOURCES COMMITTEE
JANUARY 22-23, 2001
BOISE STATE UNIVERSITY**

CITY/UNIVERSITY AGREEMENT – ATTACHMENT A

**Plumbing/Electrical Inspectors
Billing Rate**

FY01 (July 1, 2000 to June 30, 2001) Contract Rates:

Plumbing Inspector	\$33.00 per hour
Electrical Inspector	\$33.00 per hour

BUSINESS AFFAIRS AND HUMAN RESOURCES COMMITTEE

JANUARY 22-23, 2001

BOISE STATE UNIVERSITY

UNIVERSITY OF IDAHO (continued)

5.0 PHYSICAL PLANT

5.4 CAPITAL CONSTRUCTION PROJECTS

**5.4.1 CHILLED WATER AND STEAM DISTRIBUTION SYSTEM UPGRADES
(DPW PN 99-256)**

Ref: Regents' Minutes for June 17, 1999, p. 21
Regents' Minutes for August 16, 2000, p. 19

SUBJECT:

Request approval to revise project scope and increase budget as follows:

Current Authorization:	\$	650,000
Supplementary Authorization:	\$	175,000
Total Authorization:	\$	825,000

BACKGROUND:

This project was approved by the Regents as a part of the university's FY1999 capital budget and is funded by the Permanent Building Fund. The intent of the project is to provide improvements to the chilled water and steam distribution infrastructure systems on campus in anticipation of projected cooling and heating loads for various buildings. The project is administered by the Division of Public Works. As part of the FY2000 capital budget, the Regents also approved a related \$800,000 project to connect the Wallace Complex to the campus chiller system.

DISCUSSION:

The original scope of the project defined a series of improvements to the existing chilled water and steam distribution systems in a variety of locations on campus. These improvements were necessary to support anticipated cooling and heating loads. Since the project was not funded at the full estimated cost, the individual scope elements were prioritized, and an initial Phase 1 bid package consisting of the highest priority items was developed. DPW received very good bids, and this enabled a Phase 2 bid package to be developed and funded within the originally authorized amount. The Division recently received very good bid results for this Phase 2 package as well, and funds remain in the budget.

The university and the Division have now developed a Phase 3 bid package consisting of chilled water distribution and return lines that will initially serve several major facilities in the western half of the university's North Campus District. These lines will also be sized to accommodate future anticipated cooling loads on the west edge of the academic core of campus. In addition, completion of these lines is needed to retire the existing and failing mid-1960's vintage chiller in the Wallace Complex and to convert that system to the central district chilled water system.

BUSINESS AFFAIRS AND HUMAN RESOURCES COMMITTEE

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The current PBF funding is sufficient to cover approximately one-half of the estimated cost for Phase 3. The university requests approval to supplement the DPW-administered project with funds from the related Wallace Complex Chiller project, which includes a budget allocation for installation of district chilled water distribution lines. The UI will transfer its funds to the Division so that this element of work can be completed under the auspices of the Division's project.

FISCAL IMPACT:

No net fiscal impact. This action transfers a portion of the scope of work included in the Wallace Complex Chiller project, and the associated funding of \$175,000, to the DPW project. The Wallace Complex Chiller project is funded from Bond/Unrestricted Reserves/Investment funds.

5.10 LEASES OF LAND OR FACILITIES

5.10.1 PARENT SUPPORT PROJECT LEASE (BOISE)

SUBJECT:

Request authorization for the Vice President for Finance and Administration to execute a one-year lease for space located at the Lower Plaza of the Historic Hoff Building in Boise.

BACKGROUND:

The Center on Disabilities and Human Development recently received grant funding for a Parent Support Project, directed by Ron Seiler. The project will seek to address the unmet needs of Idaho families in which one or both parents have a disability. While services of the project will be available statewide, the base of operations will reside in Boise.

DISCUSSION:

This space of approximately 644 square feet will accommodate the staff that will administer this grant-funded project. Since the MK Plaza IV spaces leased by the UI in downtown Boise are currently fully utilized, it is necessary for the project director to secure additional UI-leased space for the duration of this project. The building selected is located at a site that facilitates interactions with the Department of Health and Welfare and other project partners.

FISCAL IMPACT:

The lease rate will be \$8,694 annually or \$724.50 per month, plus annual excess operating expenses. A discount for early payment may be negotiated with the building owners to reduce the payment. Lease costs will be paid by the College of Education.

BUSINESS AFFAIRS AND HUMAN RESOURCES COMMITTEE

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BOISE STATE UNIVERSITY

**INFORMATION ITEM
IDAHO STATE UNIVERSITY**

ITEM #2.3

8.0 OTHER

8.1 ISU FOUNDATION AUDIT FY2000

8.2 ISU BENGAL FOUNDATION AUDIT FY2000

SUBJECT:

ISU Foundation Audit FY2000 and ISU Bengal Foundation Audit FY2000.

BACKGROUND:

Board Policy requires filing of the audits with the Office of the State Board of Education.

DISCUSSION:

In compliance with Board Policy, a copy of the audits of the Idaho State University Foundation, Inc. and the Idaho State University Bengal Foundation for the fiscal year ended June 30, 2000 is on file at the Office of the State Board of Education. Copies of the report are available in the Office of financial Services at Idaho State University.

FISCAL IMPACT:

Not applicable.

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ROUTINE ACTION ITEM

ITEM #2.4

IDAHO SCHOOL FOR THE DEAF AND THE BLIND

4.0 FINANCE COMMITTEE

4.9 AUDITS AND FINANCIAL REPORTS

ISDB submits the attached record of the Student Activity Funds for Board review in accordance with Idaho Code 33-705. (Exhibit B)

BUSINESS AFFAIRS AND HUMAN RESOURCES COMMITTEE**JANUARY 22-23, 2001****BOISE STATE UNIVERSITY**

IDAHO SCHOOL FOR THE DEAF AND THE BLIND**EXHIBIT B**

**STUDENT ACTIVITY FUNDS BALANCES AS OF DECEMER 27, 2000, LISTED
BELOW IS A REPORT SUBMITTED TO STATE BOARD OF EDUCATION IN
ACCORDANCE WITH IDAHO CODE 33-705.**

	BAL-10/24/00	BAL-12/27/00	INC/(DEC)
SALES TAX	51.38	109.19	57.81
ATHLETICS	6,372.85	6,532.28	159.43
WSBC	2,366.90	4,616.90	2,250.00
ATHLETIC APPAREL	312.01	164.25	-147.76
GIRLS SOCCER FUND	626.31	292.04	-334.27
CHEERLEADING	415.37	415.37	0.00
M.S. CHEERLEADING	0.00	75.00	75.00
CLASS OF 2001	329.72	246.22	- 83.50
CLASS OF 2002	190.95	190.95	0.00
CLASS OF 2003	651.43	836.43	185.00
CLASS OF 2004	20.00	20.00	0.00
MAINT. BREAK ROOM	181.83	165.83	- 16.00
COTTAGE FUND	313.07	313.07	0.00
ELEM ACTIVITIES	61.65	61.65	0.00
PARENTS ADVISORY COM	168.61	168.61	0.00
M.S. STUDENT COUNCIL	26.68	19.79	- 6.89
H.S. STUDENT COUNCIL	812.12	812.12	0.00
JOURNALISM	584.98	584.98	0.00
ED STAFF POP MACHINE	1,357.56	1,262.95	- 94.61
HEALTH & WELLNESS	125.00	335.00	210.00
STUDENT ACT. FUND	4,779.09	4,620.29	- 158.80
WORK EXPERIENCE	189.85	189.85	0.00
RAPTOR JAVA (NEW)	151.44	231.90	80.46
STUDENT BOOK CLUB	1.30	48.78	47.48
ACCELERATED READER	69.22	69.22	0.00
DRAMA FUND	36.92	36.92	0.00
ADVENTURERS	106.09	106.09	0.00
SUMMER DEAF CAMP	3,239.41	3,239.41	0.00
ART FUND	276.52	276.52	0.00
YEARBOOKS	1,841.36	1,841.36	0.00
LIONS WINTER CAMP	2.17	2.17	0.00
HRG AID MOLD & REPAIRS	26.18	19.85	- 6.33
HA GIFT F/HRG CM TCH	68.58	68.58	0.00
PERSONAL STUDENT ACCT	1,013.78	700.14	- 313.64
STUDENT AID	<u>1,206.90</u>	<u>1,533.60</u>	<u>326.70</u>
TOTALS	27,977.23	30,207.31	2,230.08

BUSINESS AFFAIRS AND HUMAN RESOURCES COMMITTEE

JANUARY 22-23, 2001

BOISE STATE UNIVERSITY

ROUTINE ACTION ITEM

ITEM #2.5

IDAHO DIVISION OF VOCATIONAL REHABILITATION

SUBJECT:

Annual Vocational Rehabilitation space lease renewals for 2001.
(IDAPA 08.01.03 Section 101.03)

BACKGROUND:

IDVR has lease agreements for 19 offices located across the State and 1 storage facility in Boise. The agreements range in duration from 1 year to 5 years. During calendar year 2001, the leases for 5 locations will expire requiring either renewal or the procurement of alternate facilities. All office space leases are negotiated with the assistance of the State Leasing Manager with the Idaho Division of Public Works.

DISCUSSION:

In accordance with the IDAPA rule referenced above, IDVR respectfully requests Board approval to renew the leases listed below or to negotiate leases for alternate facilities as necessary.

FISCAL IMPACT:

OFFICE		EXPIRATION	SQUARE	COST PER	ANNUAL
LOCATION	LESSOR	DATE	FEET	SQ. FT.	COST
Blackfoot	Snake River Plaza	06/30/01	700	\$ 9.72	\$6,804.00
Mountain Home	Mt Home School District	07/31/01	750	\$ 5.60	\$4,200.00
Salmon	Charles Goodman	08/31/01	401	\$ 11.62	\$4,658.00
Sandpoint	General Services Admin	02/28/01	500	\$ 7.92	\$3,960.00
Central Storage	Republic Storage	06/30/01	NA	NA	\$2,280.00

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BUSINESS AFFAIRS AND HUMAN RESOURCES COMMITTEE

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BOISE STATE UNIVERSITY

ACTION ITEM

ITEM #3

NONRESIDENT FEE WAIVER REPORT

SUBJECT:

Acceptance of a Report on the Nonresident Fee Waivers

BACKGROUND:

At the September 1998 Board meeting, the Board discussed with the institutional presidents the issue of providing incentives for increasing enrollment in information technology. Some of the discussion centered on the ability to recruit the best and brightest nonresident students. The president's council was asked to develop a recommendation. During the November 1998 Board meeting, the presidents recommended a change in the Board's fee waiver policy to increase the number of nonresident tuition waivers for disadvantaged or deserving students from one percent to three percent of the institution's FTE. They also recommended that students receiving waivers be targeted for information technology programs, engineering and other programs with capacity. The Board approved the policy change at the October 1999 meeting after the institutions identified the primary fields of study for which tuition waivers can be awarded (Section V.U.2.c. of attached Board Policy Exhibit C). The policy also requires the institutions to submit an annual report identifying the use of waivers by discipline by class level by state of residency (ITEMS #3.1-3.4).

IMPACT:

The policy authorizes waivers of nonresident tuition not to exceed two percent of the institution's full-time equivalent enrollment. ITEM #3.5 identifies the number of waivers that are available to the institutions. The waivers have attracted students to the state institutions in areas of study that have been identified as potential manpower shortages

FISCAL IMPACT:

Board action is the acceptance of a report so no fiscal impact.

COMMITTEE ACTION:

A motion to recommend to the Board to accept the report on nonresident tuition waivers as presented in ITEMS #3.1-3.4.

Moved by_____ Seconded by_____ Carried Yes___ No___

BOARD ACTION:

A motion to accept the report on nonresident tuition waivers as presented in ITEMS #3.1-3.4.

Moved by_____ Carried Yes___ No___

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Idaho State Board of Education
GOVERNING POLICIES AND PROCEDURES
SECTION: V. FINANCIAL AFFAIRS

EXHIBIT C

Published February 2000

U. Fee Waivers

1. Authority for Fee Waivers.

An institution shall not waive any of the applicable fees specified in Section V, Subsection R, unless specifically authorized in this subsection. Special fees are not defined as a fee waiver.

2. Waiver of Nonresident Tuition.

Nonresident tuition may be waived for the following categories:

a. Graduate/Instructional Assistants.

Waivers are authorized for graduate assistants appointed pursuant to Section III, Subsection P.11.c.

b. Intercollegiate Athletics.

For the purpose of improving competitiveness in intercollegiate athletics, the universities are authorized up to 225 waivers per semester and, Lewis-Clark State College is authorized up to 70 waivers per semester. The institutions are authorized to grant additional waivers, not to exceed ten percent (10%) of the above waivers, to be used exclusively for post-eligibility students.

c. Disadvantaged or Deserving Students.

(1) The chief executive officer of each higher education institution is authorized to waive nonresident tuition for disadvantaged or deserving students not to exceed one percent of the institution's full-time equivalent enrollment.

(2) In addition, in order to meet the workforce demands in the fields of engineering, information technology, and related high technology disciplines, the chief executive officer of each higher education institution is authorized to waive nonresident tuition for students enrolled in these areas (if space is available) not to exceed two percent of the institution's full-time equivalent enrollment. Students eligible to receive the waiver must select engineering, information technology, or related high technology disciplines as their primary field of study. Information technology encompasses scientific and mathematical study of design and building computers and their applications; design and development of operational electronic data storage and processing systems; study and development of electronic systems for transmitting information via networks; analysis and the development of economic and public policy issues; and applying methods and procedures used in the design and writing of computer programs including the problem solving of information network systems.

BUSINESS AFFAIRS AND HUMAN RESOURCES COMMITTEE
JANUARY 22-23, 2001
BOISE STATE UNIVERSITY

Each institution must submit a list of the primary fields of study for which tuition waivers can be awarded for Board approval. Any changes to the approved list must be submitted to the Board for their approval.

The institutions will provide an annual report to the Board on the use of these waivers in a format determined by the executive director of the Board.

d. Reciprocity with the State of Washington.

Based on a limit approved by the Board, waivers may be allocated on an annual basis by the executive director of the Board to the college and universities in postsecondary education programs for Washington residents. An equal number of opportunities shall be afforded to Idaho residents in Washington postsecondary institutions.

e. Reciprocity with Utah State University.

Based on a limit approved by the Board, Idaho State University is authorized to waive nonresident tuition for residents of the State of Utah when an equal amount of waivers are made available to Idaho residents at Utah State University.

f. College of Mines.

Based on a limit approved by the Board, the College of Mines at the University of Idaho is authorized waivers to encourage enrollment in mining, metallurgy, and geology.

g. Reciprocity with the State of Oregon.

Based on a limit approved by the Board, waivers are authorized for undergraduate students who are residents of the State of Oregon and who are majoring in mining engineering, metallurgical engineering, or geological engineering at the University of Idaho. The number of waivers to be awarded annually shall be limited by the number of waivers provided to Idaho residents in Oregon institutions of higher education.

h. Domestic Student Exchange Program.

Waivers are authorized for nonresident students participating in this program.

i. Western Interstate Commission for Higher Education

Waivers are authorized for nonresident students participating in the WICHE Professional Student Exchange Program and the Graduate Student Exchange Program.

3. Reporting Requirements.

Each institution shall submit an annual report on fee waivers on a date and in a format determined by the executive director of the Board.

Boise State University

Status Report on Nonresident Tuition Waivers

State	Nonresident Tuition Waivers By Discipline								Nonresident Tuition Waivers By Level of Student					
	Engr	Infor Tech	Comp Sci	Biology	Math	Grph Dsgn	Other	Total	Fresh	Soph	Jr	Sr	Grad	Total
Washington	4	2				1		7	3	2	1		1	7
Oregon	5	2	1	1		1		10	4	2	2	2		10
Montana	2			2	1			5	3	1	1			5
Nevada	1	1	1	2				6	3	1	1	1		6
Utah	1		1					2	2					2
Alaska	1		1					2	1		1			2
Other States	3	2		3	1	1		10	4	3	2	1		10
Foreign	2		1					3	1	1	1			3
														0
														0
														0
														0
Total	20	7	5	8	2	3		45	21	10	9	4	1	45
Other Facts:														
Average GPA	3.72													
Average ACT	25.5													

Criteria Used to Offer Waivers:

1) Hi-Tech Major 2) GPA 3) Test Scores

College & Universities

University of Idaho

Status Report on Nonresident Tuition Waivers - Fall Semester 2000 (as of 12/19/2000)

(Effect of Policy Change to increase Deserving Students Waiver by 2% of Student FTE)

State	Nonresident Tuition Waivers By Discipline						Nonresident Tuition Waivers By Level of Student					
	Engr	Infor Tech	Envir Tech	Prod Tech	CompSci	Total	Fresh	Soph	Jr	Sr	Grad	Total
Washington	20	9	8	13	3	53	21	9	13	10	0	53
Oregon	5	2	0	7	2	16	9	5	1	1	0	16
Montana	1	0	1	0	0	2	0	2	0	0	0	2
Nevada	2	1	0	0	1	4	1	1	1	0	1	4
Utah	0	1	0	0	0	1	0	0	0	1	0	1
California	1	1	0	2	1	5	1	1	0	3	0	5
Arizona	0	0	0	1	0	1	0	0	0	1	0	1
Alaska	6	0	1	1	0	8	6	1	1	0	0	8
Other	8	18	27	5	8	66	14	14	14	8	16	66
.....												
.....												
Total	43	32	37	29	15	156	52	33	30	24	17	156
Other Facts:												
Average HS GPA	3.71	3.35	3.40	3.61	3.73	3.56	3.57					
Average SAT	1293.46	1126.54	1169.57	1120.63	1322.73	1206.58	1155.00					
Average ACT	27.59	23.38	25.68	24.69	24.50	25.17	24.58					
Average Tran GPA	3.55	3.12	3.51	3.30	3.12	3.32		3.53	3.39	3.46		

Note: Counts are by FTE waivers and totals have been rounded.

Colleges & Universities
Status Report on Nonresident Tuition Waivers
(Effect of Policy Change to Increase Deserving Students Waiver by 2% of Student FTE)
Fall 2000

ITEM #3.3

Nonresident Tuition Waivers by Discipline

State	Chemistry	C.I.S.	Comp Sci	C.S.E.T.	Constr Tech	Des/Draft	Economics	Electr Tech	Engineer	Geology	Mass Comm	Math	Physics	Rad Sci	TOTAL
Foreign Country	2.00	15.00	7.00	1.00			2.00		14.00		4.00	2.00	2.00	5.00	54.00
Arizona									1.00						1.00
Alaska									1.00						1.00
Montana														2.00	2.00
Nebraska		1.00			1.00			1.00							3.00
Nevada						1.00		1.00					1.00	1.00	4.00
New York										1.00				1.00	2.00
Oregon	1.00														1.00
Texas													1.00		1.00
Utah	1.00								1.00						2.00
Virginia		1.00							1.00						2.00
Washington		1.00							2.00						3.00
Wyoming									1.00	1.00					2.00
Totals	4.00	18.00	7.00	1.00	1.00	1.00	2.00	2.00	21.00	2.00	4.00	2.00	4.00	9.00	78.00

Other Facts:															
Average GPA	3.57	3.35	3.45	3.40	3.20	2.65	3.28	3.34	3.37	3.43	3.28	3.37	3.39	3.47	3.10
Average SAT	1,030								1,235				1,240	1,110	1,154
Average ACT	29.00	24.50			22.00	20.00			24.00	24.00			27.00	23.00	24.19

Nonresident Tuition Waivers by Level of Student

State	Fresh	Soph	Junior	Senior	Spec Grad	Master	Doctorate	TOTAL
Foreign Country	22.00	8.00	7.00	4.00	4.00	8.00	1.00	54.00
Arizona	1.00							1.00
Alaska		1.00						1.00
Montana	1.00		1.00					2.00
Nebraska	3.00							3.00
Nevada	2.00	2.00						4.00
New York		1.00				1.00		2.00
Oregon				1.00				1.00
Texas	1.00							1.00
Utah	2.00							2.00
Virginia	1.00			1.00				2.00
Washington	2.00			1.00				3.00
Wyoming	1.00			1.00				2.00
Totals	36.00	12.00	8.00	8.00	4.00	9.00	1.00	78.00

Other Facts:							
Average GPA	3.38	3.34	3.36	3.51	3.31		4.00
Average SAT	1,153	1,105	1,110				
Average ACT	24.00	22.00					

Lewis-Clark State College

ITEM #3.4

Status Report on Nonresident Tuition Waivers

(Effect of Proposed Policy Change to Increase Deserving Students Waiver by 2% of Student FTE)

2000/2001

State	Nonresident Tuition Waivers By Discipline											Nonresident Tuition Waivers By Level of Student					
	Chem.	Geology	Field Biol	Math	Nat Sci	Auto Mech	Comp Systems	Electronic Communication	Admin Secr	Hotel/Rest	Total	Fresh	Soph	Jr	Sr	Grad	Total
Alaska	1					1					2	1	1				2
Arizona			1	1							2		1	1			2
Colorado	1										1	1					
Montana	1										1	1					1
Oregon	1			1							2	2					2
Washington				1							1		1				1
International					1			1	1	1	4	1	2	1			4
Total head count	4		1	3	1	1	0	1	1	1	13	6	5	2	0	0	13
Total FTE	3.46		0.97	2.46	0.46	0.46		1.00	0.46	0.97	10.24	5.46	2.81	1.97	0	0	10.24
Other Facts:																	
Average GPA											3.327						3.327
Average ACT											21.6						21.6
Average SAT											1026						1026

Criteria Used to Offer Waivers:

- * Was originally awarded to students majoring in Technology, the Sciences and other areas with capacity.
- * Beginning December 1999, waivers were only awarded to students planning to major in Mathematics with Computer Science Minor, Chemistry, Geology, Information Systems Analysis, Electronic Communications and Drafting.
- * High achieving students with at least a 3.2 gpa.
- * Targeting rural students from high schools in states such as Oregon, Washington, Montana and Alaska.
- * High achieving multicultural students, some of which are from urban schools.
- * Transfer students as well as new freshmen.
- * International students.
- * Award a larger number of partial scholarships than full scholarships.
- * Enrollment of more out-of-state students, such as international students, will leverage more fiscal resources, which will result in additional revenue to serve all students.

Some students received partial and some received full waivers for a total of \$55,672.

State Board of Education

NONRESIDENT TUITION WAIVER LIMITS

Enrollment/Waivers/Impact		BSU	ISU	UofI	LCSC	EITC	Total
1	FTE Enrollment						
2	Fall 2000						
3	Academic	10,872	8,528	9,683	1,722		30,805
4	Vocational	741	1,066	0	364		2,171
5	Total	<u>11,613</u>	<u>9,594</u>	<u>9,683</u>	<u>2,086</u>		<u>32,976</u>
6							
7	Current Policy for Disadv or Deserving Stds						
8	2% of FTE	232	192	194	42		660
9							
10							
11	Waivers Granted	45	78	156	13		292
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**BUSINESS AFFAIRS AND HUMAN RESOURCES COMMITTEE
JANUARY 22-23, 2001
BOISE STATE UNIVERSITY**

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BUSINESS AFFAIRS AND HUMAN RESOURCES COMMITTEE

JANUARY 22-23, 2001

BOISE STATE UNIVERSITY

ACTION ITEM

ITEM #4

INTERCOLLEGIATE ATHLETIC GENDER EQUITY REPORT

SUBJECT:

Acceptance of Report on Intercollegiate Athletic Gender Equity

BACKGROUND:

During the November 2000 meeting, the institutions presented an Intercollegiate Athletic Report, which detailed the revenues and expenditures of the athletic programs. During the discussion of that report the issue of gender equity was raised. The institutions were requested to provide a status report on this issue (ITEMS #4.1-4.4).

Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex in education programs receiving Federal financial assistance. Athletics are considered an integral part of an institution's educational program and, therefore, are covered by this law. Assessment of compliance with Title IX begins with three possible tests, one of which must be met: a proportionality test concerning numbers of participants and the value of athletics scholarships awarded; a test concerning the history and ongoing practices of program expansion for women; and finally, a test regarding whether the interests and abilities of the "underrepresented sex" are being satisfied.

The reports submitted reflect how the institutions are complying in respect to the "proportionality" test. It tests whether the percentage of male and female athletes matches the percentage of the male and female undergraduate, baccalaureate, degree-seeking students in the general student body. On the reports, the institutions have identified, by male and female, the number of undergraduate, baccalaureate, degree-seeking students, the number of student athletes, the student aid going to athletes, and athletic expenditures.

IMPACT:

The reports show that while gains have been made in trying to achieve gender equity, the institutions must either add more female sports or eliminate men's sports in order to achieve full compliance. Unfortunately, the institutions provide the minimum allowable number of men's sports in their conference so it is difficult to reduce the men's programs.

FISCAL IMPACT:

The Board policy on athletics limits the amount of general account funds the institutions can allocate to athletics. The exception to that limit, are funds to achieve gender equity. It takes several female programs to off-set the number of athletes and funds committed for football. The institutions have a significant challenge in complying with gender equity.

BUSINESS AFFAIRS AND HUMAN RESOURCES COMMITTEE

JANUARY 22-23, 2001

BOISE STATE UNIVERSITY

COMMITTEE ACTION:

A motion to recommend to the Board to accept the Intercollegiate Athletic Gender Equity report as presented in ITEMS #4.1-4.4.

Moved by_____ Seconded by_____ Carried Yes___ No___

BOARD ACTION:

A motion to accept the Intercollegiate Athletic Gender Equity report as presented in ITEMS #4.1-4.4.

Moved by_____ Carried Yes___ No___

BOISE STATE UNIVERSITY

GENDER EQUITY REPORT

Fiscal Year	Full-Time, Undergrad Baccalaureate, Degree Seeking Students		Student Athletes (unduplicated #s)		Athletic Student Aid		Athletic Expenditures	
	Number	% of Total	Number	% of Total	Amount	% of Total	Amount	% of Total
Fiscal Year 1996-97								
Male	3,496	44.8%	189	69.5%	\$1,025,198	62.2%	\$3,616,304	68.7%
Female	4,300	55.2%	83	30.5%	\$623,382	37.8%	\$1,644,507	31.3%
Total	7,796	100.0%	272	100.0%	\$1,648,580	100.0%	\$5,260,811	100.0%
Fiscal Year 1997-98								
Male	3,627	44.5%	205	70.2%	\$1,307,637	63.1%	\$4,043,797	69.7%
Female	4,526	55.5%	87	29.8%	\$765,906	36.9%	\$1,756,886	30.3%
Total	8,153	100.0%	292	100.0%	\$2,073,543	100.0%	\$5,800,683	100.0%
Fiscal Year 1998-99								
Male	3,551	45.3%	212	65.4%	\$1,331,194	61.9%	\$4,699,412	70.0%
Female	4,294	54.7%	112	34.6%	\$819,662	38.1%	\$2,015,896	30.0%
Total	7,845	100.0%	324	100.0%	\$2,150,856	100.0%	\$6,715,308	100.0%
Fiscal Year 1999-2000								
Male	3,975	45.9%	220	63.4%	\$1,411,155	62.9%	\$4,919,719	70.4%
Female	4,684	54.1%	127	36.6%	\$834,107	37.1%	\$2,069,359	29.6%
Total	8,659	100.0%	347	100.0%	\$2,245,262	100.0%	\$6,989,078	100.0%
% Change 1997/2000								
Male	13.70%		16.40%		37.65%		36.04%	
Female	8.93%		53.01%		33.80%		25.83%	
Total	11.07%		27.57%		36.19%		32.85%	
Additional Female Student Athletes, Female Student Aid and Female Athletic Expenditures Needed to achieve 100% Gender Equity			132		\$828,748		\$3,727,865	

UNIVERSITY OF IDAHO

GENDER EQUITY REPORT

Fiscal Year	Full-Time, Undergrad Baccalaureate, Degree Seeking Students		Student Athletes		Athletic Student Aid		Athletic Expenditures	
	Number	% of Total	Number	% of Total	Amount	% of Total	Amount	% of Total
Fiscal Year 1996-97								
Male	4,004	56.6%	186	69.9%	\$1,038,450	67.8%	\$3,098,928	73.3%
Female	3,069	43.4%	80	30.1%	\$492,115	32.2%	\$1,130,132	26.7%
Total	7,073	100.0%	266	100.0%	\$1,530,565	100.0%	\$4,229,060	100.0%
Fiscal Year 1997-98								
Male	3,900	54.7%	189	63.4%	\$1,270,713	67.1%	\$3,663,136	69.8%
Female	3,224	45.3%	109	36.6%	\$623,150	32.9%	\$1,583,881	30.2%
Total	7,124	100.0%	298	100.0%	\$1,893,863	100.0%	\$5,247,017	100.0%
Fiscal Year 1998-99								
Male	3,899	55.3%	178	68.2%	\$1,135,148	67.4%	\$3,035,397	70.6%
Female	3,155	44.7%	83	31.8%	\$549,440	32.6%	\$1,264,053	29.4%
Total	7,054	100.0%	261	100.0%	\$1,684,588	100.0%	\$4,299,450	100.0%
Fiscal Year 1999-2000								
Male	4,313	54.0%	198	62.7%	\$1,361,846	63.6%	\$4,093,636	68.0%
Female	3,675	46.0%	118	37.3%	\$780,571	36.4%	\$1,923,283	32.0%
Total	7,988	100.0%	316	100.0%	\$2,142,417	100.0%	\$6,016,919	100.0%
% Change 1997/2000								
Male	7.72%		6.45%		31.14%		32.10%	
Female	19.75%		47.50%		58.62%		70.18%	
Total	12.94%		18.80%		39.98%		42.28%	
Additional Female Student Athletes, Female Student Aid and Female Athletic Expenditures Needed to achieve 100% Gender Equity								
			51		\$379,824		\$1,564,802	

NOTE: University of Idaho entered its first full season of women's soccer during Fiscal Year 1998-99.

SOURCE: NCAA Gender Equity Survey 2000 (Page 1, Table 1, Worksheet 2, Table 10)

IDAHO STATE UNIVERSITY

GENDER EQUITY REPORT

Fiscal Year	Full-Time, Undergrad Baccalaureate, Degree Seeking Students		Student Athletes		Athletic Student Aid		Athletic Expenditures	
	Number	% of Total	Number	% of Total	Amount	% of Total	Amount	% of Total
Fiscal Year 1996-97								
Male	2,664	42.9%	162	66.7%	\$904,740	64.1%	\$2,005,701	67.9%
Female	3,549	57.1%	81	33.3%	507,061	35.9%	948,964	32.1%
Total	6,213	100.0%	243	100.0%	\$1,411,801	100.0%	\$2,954,665	100.0%
Fiscal Year 1997-98								
Male	2,648	42.6%	162	66.9%	\$1,039,280	67.4%	\$2,029,550	66.4%
Female	3,574	57.4%	80	33.1%	502,446	32.6%	1,027,902	33.6%
Total	6,222	100.0%	242	100.0%	\$1,541,726	100.0%	\$3,057,452	100.0%
Fiscal Year 1998-99								
Male	2,754	43.5%	162	61.8%	\$1,074,105	63.0%	\$2,151,530	62.5%
Female	3,577	56.5%	100	38.2%	631,010	37.0%	1,290,334	37.5%
Total	6,331	100.0%	262	100.0%	\$1,705,115	100.0%	\$3,441,864	100.0%
Fiscal Year 1999-2000								
Male	2,713	43.2%	163	60.1%	\$1,109,502	59.9%	\$2,205,301	60.3%
Female	3,567	56.8%	108	39.9%	741,402	40.1%	1,450,093	39.7%
Total	6,280	100.0%	271	100.0%	\$1,850,904	100.0%	\$3,655,394	100.0%
% Change 1997/2000								
Male	1.84%		0.62%		22.63%		9.95%	
Female	0.51%		33.33%		46.22%		52.81%	
Total	1.08%		11.52%		31.10%		23.72%	
Additional Female Student Athletes, Female Student Aid and Female Athletic Expenditures Needed to achieve 100% Gender Equity								
			106		\$717,350		\$1,449,394	

NOTE: Idaho State University entered its first full season of women's soccer during Fiscal Year 1998-99.

SOURCE: NCAA Gender Equity Survey 2000 (Page 1, Worksheet 1, Table 1) -- Office of Institutional Research

LEWIS-CLARK STATE COLLEGE

GENDER EQUITY REPORT

Fiscal Year	Full-Time, Undergrad Baccalaureate, Degree Seeking Students		Student Athletes		Athletic Student Aid		Athletic Expenditures	
	Number	% of Total	Number	% of Total	Amount	% of Total	Amount	% of Total
Fiscal Year 1996-97								
Male	1,161	39.0%	81	56.3%	\$191,546	59.3%	\$485,759	63.9%
Female	1,817	61.0%	63	43.8%	\$131,663	40.7%	\$274,288	36.1%
Total	2,978	100.0%	144	100.0%	\$323,209	100.0%	\$760,047	100.0%
Fiscal Year 1997-98								
Male	1,265	42.0%	95	60.5%	\$280,815	67.2%	\$532,951	65.8%
Female	1,747	58.0%	62	39.5%	\$136,914	32.8%	\$276,642	34.2%
Total	3,012	100.0%	157	100.0%	\$417,729	100.0%	\$809,593	100.0%
Fiscal Year 1998-99								
Male	1,264	42.0%	85	58.6%	\$298,287	60.4%	\$551,371	61.8%
Female	1,746	58.0%	60	41.4%	\$195,648	39.6%	\$340,990	38.2%
Total	3,010	100.0%	145	100.0%	\$493,935	100.0%	\$892,361	100.0%
Fiscal Year 1999-2000								
Male	1,333	44.0%	79	52.3%	\$289,637	56.1%	\$514,883	58.1%
Female	1,696	56.0%	72	47.7%	\$226,900	43.9%	\$371,073	41.9%
Total	3,029	100.0%	151	100.0%	\$516,537	100.0%	\$885,956	100.0%
% Change 1997/2000								
Male	14.81%		-2.47%		51.21%		6.00%	
Female	-6.66%		14.29%		72.33%		35.29%	
Total	1.71%		4.86%		59.82%		16.57%	
Additional Female Student Athletes, Female Student Aid and Female Athletic Expenditures Needed to achieve 100% Gender Equity			29		\$141,610		\$284,022	

BUSINESS AFFAIRS AND HUMAN RESOURCES COMMITTEE

JANUARY 22-23, 2001

BOISE STATE UNIVERSITY

**INFORMATION ITEM
FINANCIAL ANALYSIS & OUTLOOK**

ITEM #5

SUBJECT:

Higher Education Financial Analysis and Outlook

BACKGROUND:

This project was initially proposed by Mr. Eaton at the August 2000 meeting with the full proposal presented and approved at the September 2000 meeting. Institutional representatives and Deloitte and Touche have developed a series of financial ratios that will assess the financial health of the institutions. The data has been gathered from the institutions to calculate the ratios for the last five fiscal years (FY96-FY00).

The institutions are attempting to get consistent financial data from their peer institutions for comparative purposes. Since the most recent data available in national data banks is FY98, the institutions are searching for other methods to complete this part of the analysis.

In addition to historical financial data, a three-year revenue and expenditure projections based on the five years of history has been developed. Revenues have been grouped to assist in analyzing the results.

IMPACT:

This is first attempt at providing the Board a simple, easy-to-understand financial assessment of the institutions instead of wading through the details of the financial statements. Also, it will provide a comparison of our institutions to peer institutions. However, the most significant part of the project will allow the Board to look beyond just one year in planning for the future. For the current project, it is planned to project three years into the future. As the analysis and the projection model get refined, hopefully these projections can be extended for a longer timeframe.

FISCAL IMPACT:

The reports will be presented to the Committee.

**BUSINESS AFFAIRS AND HUMAN RESOURCES COMMITTEE
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